

**Contra Costa County Advisory Council on Aging (ACOA)
Executive Committee Meeting Minutes
May 3, 2023**

Call to Order: Jill Kleiner, ACOA President, called the meeting to order at 10:05 am.

Present (in-person)	Jagjit Bhambra, Swamini Bajpai, Michelle Berman, Kevin Donovan, James Donnelly, Jill Kleiner, Steve Lipson
Virtual (Just Cause)	
Virtual (Emergency)	
Virtual	
Absent	Jennifer Doran, Candace Evans
Leave of Absence	Shirley Krohn
AAA Staff	Ana Bagtas, Glenda Pacha

Approval of Agenda

Kevin made a motion to approve the agenda. Jagjit seconded the motion. The agenda was approved unanimously.

Approval of April Minutes

Jim made a motion to approve the April 2023 minutes. Kevin seconded the motion. The minutes were approved unanimously.

Area Agency on Aging Report

Ana reported on the following:

- Request for Proposals:
 - Measure X (Transportation, Outreach, Case Management, Capacity Building) – completed and currently processing contracts with providers.
 - Title D Disease Prevention & Health Promotion – completed and currently processing contract with one provider.
 - Title III E Family Caregiver Support – total of 25 proposals received. High volume will take longer to go through review process. Panel review likely to be completed in early June. Need volunteers from ACOA to serve on the review panel.
- Collaborative Consulting continues to collect data and conduct key informant interview with IMPACCT Steering Group. Results of data and interviews will determine subcommittees.
- Senior nutrition program transition – budget ask from Employment & Human Services Department includes three full-time staff for senior nutrition: Senior Nutritionist, Senior Staff Assistant, and Senior Clerk. Final Board approval in late May. Reviewing the purpose of the Senior Nutrition Advisory Council. Will present to the Planning Committee, then ACOA can decide whether to send a representative.
- AAA received new funding from the California Department of Aging for the Digital Connection program. Funding will be used towards training. A Request for Interest will be issued soon to procure a provider for Tech Training services for both the Access to Technology and Digital Connection programs.

- Need to start gearing up for the development of the next 4-year Area Plan covering 2024-2028. This includes conducting a countywide needs assessment, which will be discussed at the next Planning Committee meeting.

Brown Act Hybrid Meeting: Exemptions Letter

- Steve developed an advocacy letter articulating the issues with requiring in-person attendance for public meetings subject to the Brown Act. Counting remote participants in the quorum and allowing remote participants to vote are among the issues.
- Steve provided updates on SB 411 and AB 817 going through the State legislature to amend the Brown Act and allow remote/virtual meetings.
- Steve discussed the ongoing problems with accommodation for ACOA members with mobility challenges and proximity of meeting locations to parking. Staff to check on blocking spaces close to the building.

President's report

- Jill will be working on updating the ACOA brochure. She asked for volunteers to work with her. Draft updated brochure will be presented to the Executive Committee.
- The Triple-A Council of California met on May 1st. The Village Movement CA presented on building intergeneration communities of care. Also, Dustin Plotkin, from Oliver Wyman, presented a feasibility report on the statewide long-term care insurance program conducted due to AB 567. This may be of interest to ACOA members.
- The Senior Rally Day was held on May 2 with over 500 registrants. The theme was inclusivity. One takeaway is that aging is an equity issue.

Committee/Workgroup Reports

Membership (Jagjit Bhambra)

- The Board is set to approve moving the following alternate candidates to Member-At-Large (MAL): Mike Awadalla (#7), George Lee (#8), and Ramapriya Raju (#13).
- The Board is set to approve Marilyn Fowler for City of Concord representative.
- Vacancies: three MAL seats (including Michelle Hayes), City representatives from Pinole, San Pablo, and Brentwood.
- Will recommend Thomas Lang from alternative to MAL at the next membership meeting.
- Resignation of Gerald Richards has been approved. Jim made a motion to nominate Gerald to emeritus status. Kevin seconded the motion. The motion passed unanimously. Will add to the next General Meeting of the ACOA

Planning (Michelle Berman)

- Postponed the May meeting to accommodate Senior Rally Day.
- Will continue to assist the AAA with the RFP process.
- Preparing for needs assessment for the 2024-2028 Area Plan. Will review timeline at the next meeting. Implication of CDA Polco survey will be discussed at the meeting.

Housing (Kevin Donovan)

- East Bay Alliance presented on the eviction report, shared statistics on eviction, and discussed the impact on the eviction court.

- Contra Costa has the highest increase in homelessness but still significantly lower than neighboring Alameda and Santa Clara Counties.
- Preparing handout called *A Place to Call Home* with talking points to present to the public and City Councils.
- The Association of Bay Area Governments (ABAG) created the Bay Area Housing Authority several years ago and is doing quality work. Supervisor Glover represents Contra Costa in the ABAG Housing Committee.
- Next meeting on May 15 will have a presentation from the Clayton Valley Senior Village.

Health

- In Jennifer's absence, she provided a written report.
- Malta Clinic Services will present at the next meeting.

Legislation (Shirley – absent)

- No report.

Transportation (Jim Donnelly)

- Survey is being conducted on transportation service needs in Contra Costa.
- County Connection will present on the One-Ride Program to help users navigate transportation services in the county.

Technology (Steve Lipson)

- Discussed the following at the last meeting: Aging in Place brochure, bills amending the Brown Act, and AI systems.

Consent Item

Jim made a motion to approve Terri Tobey's leave of absence request. Kevin seconded the motion. The motion was approved unanimously.

Public Comments

Due to the short staffing of the AAA, Ana made the following requests from the ACOA Committees and Workgroups:

- Set agenda before ending each meeting.
- ACOA members attending a meeting remotely to monitor the Zoom chats.
- Provide staff a summary of items reported at the meetings to help with minutes taking.

Other comments:

- New member orientation was well done.
- Suggestion on Thomas Lang presenting at a meeting.

Next meeting: June 7, 2023

The meeting adjourned at 12:11 p.m.